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A G R E E M E N T

BETWEEN

Elizabeth, City of

and

RECREATION MAINTENANCE WORKERS ASSOCIATION

Dept.

AND

CITY OF ELIZABETH, NEW JERSEY

DATED: **X** APRIL 1, 1986 through MARCH 31, 1988

RECREATION MAINTENANCE WORKERS ASSOCIATION

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RECREATION MAINTENANCE WORKERS ASSOCIATION

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AGREEMENT ENTERED into this *16<sup>th</sup>* day of *September* 1986 by and between the City of Elizabeth, New Jersey, hereinafter referred to as the "City" and the RECREATION MAINTENANCE WORKERS ASSOCIATION, hereinafter referred to as the "Association" is designed to promote a harmonious relationship between the City, the Association and such of the City's employees as are represented by the Association.

## ARTICLE I

### RECOGNITION

1. The City hereby recognizes the Recreation Department Maintenance Workers Association as the exclusive and sole representative for collective negotiations concerning salaries, hours and other terms and conditions of employment of all those considered employees in the Recreation Department Maintenance serving in the following titles: Carpenter, Senior Recreation Maintenance Worker, Maintenance Worker and Laborer, who have been certified by the New Jersey Civil Service Department and appointed permanently, but excluding all Foremen, Supervisors and clerical employees.

2. Unless otherwise indicated, the terms "employee" or "employees" when used in this Agreement refers to all persons represented by the Recreation Maintenance Workers Association.

## ARTICLE II

### ASSOCIATION BUSINESS LEAVE

1. Meetings between representatives of the City and of the Association for the negotiation of terms of the Agreement or the handling of grievances as prescribed herein shall be scheduled during non-working time of affected employees.

2. Leaves of absence with pay shall be granted as provided in Section 38:23-2 of the Revised Statutes of N.J. Notice of elected delegates to attend convention in accordance with said statute shall be made in writing to the Office of the Business Administrator not less than two (2) weeks in advance by the President of the Recreation Maintenance Workers Association.

3. Failure of employee to return to work promptly upon expiration of authorized leave without reasonable notice satisfactory to the Director shall be subject to disciplinary action in accordance with Civil Service Rules and Regulations.

## **ARTICLE III**

### **BULLETIN BOARDS**

The Association shall have the use of a single bulletin board in the Kirk Center for the posting of notices relating to meetings and official business of the Association only. No notice shall be posted until it has been submitted to the director.

## ARTICLE IV

### GRIEVANCE PROCEDURE AND ARBITRATION

In the event any difference or dispute should arise between the City and the Association or its members employed by the City over the application and interpretation of the terms of this Agreement, an earnest effort shall be made to settle such differences immediately and in the following manner, provided the grievance is filed in writing within ten (10) working days of its occurrence or employee knowledge thereof:

- STEP 1. Between the aggrieved employee and his immediate supervisor. If no satisfactory agreement is reached within three (3) working days, then
- STEP 2. between the aggrieved employee in the company of officers of the Association or his attorney in conference with the employee's Director or his designee.

ARTICLE V

WORK WEEK

1. Without guaranteeing any hours of work, it is agreed that the normal work week for the unit employees shall be forty (40) hours per week.

2. Work schedules shall be at the discretion of the Director of Recreation.

## ARTICLE VI

### MANAGEMENT RESPONSIBILITY

It is recognized that the management of the Recreation Department, the control of its properties and the maintenance of order and efficiency are solely responsibilities of the City. Accordingly the City retains the following rights, except as they may be abridged in the Agreement, including, but not limited to selection and direction of the force; to hire, to suspend or discharge for just cause; to assign, promote, demote or transfer; to determine the amount of overtime to be worked; to relieve employees from duty for reasons of economy as provided for in N.J.S.A. 11:22-10.1 and N.J.A.C. 4:1-16.1 et seq. or for other legitimate reasons, not inconsistent with the terms and provisions of this Agreement; to decide on the number and location of facilities, to determine the work to be performed; amount of supervision necessary, equipment, methods, together with the selection, procurement, designing, engineering and control of equipment and materials; and to purchase services of others by contract or otherwise; provided present employees employed at the time of the purchase of services of others shall not be displaced by said purchase, providing said employees are willing, capable and able to perform said functions.

City-wide employee benefits granted during the life of this Agreement will include employees covered by this contract.

## ARTICLE VII

### ACCESS

A duly authorized representative of the Association, designated in writing, after reporting to the Office of the Director, or his designee, shall be admitted to the premises for the purpose of assisting in the adjustment of grievances and for investigation of complaints that the contract is being breached. Upon request, the Association representative shall state the purpose of the visit. Except in an emergency at least four (4) hours advance notice must be given. Such visits shall not be permitted to interfere with, hamper or obstruct normal operations.

## ARTICLE VIII

### LONGEVITY

1. All permanent employees covered by this Agreement shall be entitled to be paid longevity pay in accordance with the schedule contained in this Article. Longevity pay shall be applied on the basis of the employee's anniversary date of employment as follows:

If the employee's anniversary date falls between January 1 and June 30, he shall be entitled to adjusted longevity pay retroactive to January 1; if the employee's anniversary date falls between July 1 and December 31, he shall be entitled to adjusted longevity pay retroactive to July 1. Longevity pay, in the case of salary increases, will be credited retroactively to the January 1st preceding the execution date of this contract and will accordingly be computed on the new base salary.

2. The scale of longevity pay shall be as follows:

5th year of employment to completion of 9th year	2%
10th year of employment to completion of 14th year	4%
15th year of employment to completion of 19th year	6%
20th year of employment to completion of 24th year	8%
25th year of employment and over	10%

3. All employees hired on or after January 1, 1988 will not be eligible for longevity pay. This clause is contingent upon the unanimous acceptance by all bargaining units.

## ARTICLE IX

### SENIORITY

Seniority is defined to mean the accumulated length of continuous service with the City, computed from the last date of hire. An employee's length of service shall not be reduced by time lost due to authorized leave with pay for a bona fide illness or injury certified by a physician. Seniority may be lost and employment terminated if any of the following occur:

1. Discharge
2. Resignation
3. Absence for five (5) consecutive working days without leave or notice
4. Absence for illness, injury or leave without pay for more than one (1) continuous year.

Nothing in this paragraph shall restrict the powers of the employer or the rights of the employee as set forth in Civil Service statutes, rules and regulations.

## ARTICLE X

### HOLIDAYS

1. An employee not required to work shall receive time off with straight time pay for each of the following holidays:

New Year's Day	Labor Day
Martin Luther King Day	Columbus Day
Lincoln's Birthday	General Election Day
Washington's Birthday	Veteran's Day
Good Friday	Thanksgiving
Memorial Day	Day after Thanksgiving
Independence Day	Christmas

2. Employees shall be paid the holiday pay for any of the above holidays if it falls on Saturday.

3. If any of the above holidays fall on Sunday, Monday shall be considered as the holiday, if it is generally observed as such in the community.

4. Where the department operates on any of the above holidays or holiday periods, working employees shall receive their holiday pay plus additional time and one-half for all hours worked on such holiday or holiday period.

5. If one of the above holidays falls within an employee's vacation period, the employee shall not be charged a vacation day for said holiday.

6. Unworked holiday time shall not be counted for purposes of computing overtime.

## ARTICLE XI

### PERSONAL DAY

After one (1) year of service computed from the last date of hire, full-time employees may be granted one (1) Personal Leave Day during each year of this Contract for any of the following reasons:

- a. Religious observance
- b. Death of a blood relative not included in the Funeral Leave section.
- c. Personal, legal, business, household or family matters of an emergency nature, not covered elsewhere in this Agreement, provided the employee states the specific reason for the request and such is approved in writing by the department head.

This day shall not be accumulated.

## ARTICLE XII

### VACATIONS

1. The employees covered by this agreement shall be entitled to vacation leave with pay according to the following schedule:

1st year - 1 working day per month

(1st three months earned but cannot spend)

BEGINNING

END

2nd year

5th year

13 working days

6th year

10th year

15 working days

11th year

15th year

18 working days

16th year

20th year

20 working days

21st year

25th year

23 working days

after 25 years

26 working days

2. Vacations shall normally begin following the regular "days off" of the employee.

3. When any vacation or part of it cannot be taken in the calendar year when earned because of the work load in a department, the same can be taken in the following year with the consent of the department head, but such accumulated vacation days may not be extended beyond the second year, without the approval of the Director.

4. The vacation period shall be the calendar year from the 1st day of January to the 31st day of December. Vacations shall be scheduled by the director, giving preference to employee choice according to seniority, where practicable and where consistent with continued, efficient operation.

5. Any employee covered by this Agreement, who is entitled to vacation leave at the time of retirement, shall receive the earned vacation which has not been taken prior to the date of retirement. In the event that an employee is entitled to vacation leave at the time of his death, his widow or his estate shall receive the earned vacation pay on the same basis as an employee who is retiring.

6. Upon completion of twenty-five (25) years of continuous service, the employee shall receive five (5) extra days of vacation for that anniversary year only.

## **ARTICLE XIII**

### **LEAVE WITHOUT PAY**

The appointing authority may grant the privilege of a leave of absence without pay to a permanent employee for a period not to exceed six (6) months at a time.

1. Such leave of absence may be renewed for an additional period not to exceed six (6) months only by formal action of the appointing authority with the approval of the governing body. No further renewal may be granted except upon the approval by the Department of Civil Service for reasons as established by Commission regulations.

2. Request for such leave shall be in writing to the appointing authority not less than two (2) weeks in advance of the date for which such leave is desired, except in the event of an emergency, stating the reason for the leave and the time requested.

## ARTICLE XIV

### OVERTIME AND CALL BACK

1. When an employee works continuously in excess of forty (40) hours in the work week, he shall be paid at the rate of one and one-half times his base hourly pay for such hours worked.

2. If an employee completes his regular assignment, leaves the premises, and is called back to work, he shall be guaranteed not less than four (4) continuous hours, the additional time shall be paid at one and one-half times the base hourly rate.

3. There shall be no pyramiding of overtime or premium rates.

4. Employees required to work on a scheduled holiday shall be paid time and one-half his base hourly pay for all hours worked; this will be in addition to his regular pay. Employees that are not scheduled to work and are called in because of an emergency on a Sunday or a holiday will be paid at the rate of double time his base hourly pay for all hours worked.

5. Lists containing names of all employees shall be maintained in the event that any condition arises which, in the judgment of Superintendent, Guard-Public Property, or the Foreman requires immediate attention, such as but not limited to snow emergency, or hazardous road condition.

## ARTICLE XV

### DISCIPLINE AND DISCHARGE

It is agreed that nothing herein shall in any way prohibit the City for discharging or otherwise disciplining any employee regardless of his seniority, for just cause. Grounds for summary discharge shall include, but not be limited to drunkenness on the job, dishonesty, careless use or abuse of City property, gross insubordination, gross negligence in the performance of duties and insubordination.

In the event that a discharged employee feels that he has been unjustly dealt with, said employee or the association, with permission of the supervisor, shall have the right to file a complaint in accordance with applicable Civil Service Rules and Regulations.

## ARTICLE XVI

### INSURANCE

1. All employees covered by this agreement and eligible members of their family shall be entitled to full coverage of Blue Cross and Blue Shield hospitalization plans, including Rider "J" of the New Jersey Blue Cross and Major Medical Insurance, the premiums of which shall be paid for by the City.

2. The City acknowledges that the rules and regulations of the State Health Benefits Commission established that Chapter 88, P.L. 1974 does:

(a) apply to all eligible present and future pensioners of the employer and their dependents;

(b) continue as long as the State is paying the cost of its eligible pensioners and their dependents in accordance with provisions of

Chapter 75, Public Laws of 1972.

(c) provide for local employer reimbursement of Federal Medicare premiums for eligible pensioners and/or their spouses, as well as the payment of health insurance premiums required by the program, on a basis comparable to the reimbursement made by the State to its eligible pensioners and their spouses in accordance with the provisions of Chapter 75 Public Laws of 1972.

(d) require the local employer to pay the full cost of such premiums and Medicare charges.

3. The City hereby agrees to pay the premium or periodic charges for the benefits provided to all eligible retired employees and their dependents covered under the program, but not including survivors, if such employees retired from a State or locally-administered retirement system effective after the date the employer adopted the State Health Benefits Program on a benefit based on 25 years or more of service credited in such retirement system, excepting the employees who elected deferred retirement, but including the employees who retired on disability pensions based on fewer years of service credited in such retirement system and also to reimburse such retired

## ARTICLE XVI

### INSURANCE (Continued)

employees for their premium charges under Part B of the Federal Medicare Program covering the retired employees and their spouses in accordance with the regulations of the State Health Benefits Commission.

4. All employees covered by this Agreement and eligible members of their families will be covered by a Prescription Drug Plan. The premiums will be paid by the City.

5. All other Insurance benefits presently in effect shall be maintained throughout the period of the contract.

6. The City will implement a dental plan for all employees covered by this agreement on or before July 1, 1981. The premiums will be paid by the City.

## ARTICLE XVII

### ASSOCIATION PRIVILEGES

- Copies of general orders, rules and regulations and communications affecting wages, hours and other terms and conditions of employment covered by this Agreement shall be furnished to the Association within two (2) working days of their promulgation.

## ARTICLE XVIII

### RULES AND REGULATIONS

The City may establish and enforce binding rules and regulations in connection with its operation and maintenance of discipline, provided such rules and regulations are not in conflict with the provision of this Agreement. Copies shall be furnished to the Association.

It is understood that employees shall comply with all rules and regulations made by the City from time to time. Employees shall promptly and efficiently execute the instruction and orders of the Director and supervisors. If an employee or employees believe a rule, regulation, instruction or order of an officer or other supervisor is unreasonable, or unjust, the employee or employees shall comply with the rule, regulation, order or instruction, but with further provision that such employee or employees may regard the rule, regulation, order or instruction as a grievance which shall be handled in accordance with the grievance procedure set forth in Article IV of this contract.

In the event that an employee or employees shall refuse to comply with a rule or regulation, or shall refuse to execute promptly and efficiently an instruction or order of an officer or other supervisor, the City shall have the right, at its option, to suspend, or discharge the offending employee or employees.

ARTICLE XIX

SICK LEAVE

Sick leave shall be as provided in Civil Service Statutes, rules and regulations.

**ARTICLE XX**

**MILITARY LEAVE**

Military Leave shall be provided in accordance with applicable Federal and State statutes and regulations.

## ARTICLE XXI

### FUNERAL LEAVE

Leave with pay, not exceeding three (3) days, shall be granted to any employee in the event of a death in his immediate family without penalty of sick leave or vacation time.

Immediate family for purposes of the above is defined as follows:

1. Mother and father
2. Husband or wife
3. Children
4. Brother or sister
5. Mother-in-law and father-in-law
6. Grandmother and Grandfather
7. Sister-in-law and Brother-in-law
8. Grandchildren of employee or spouse

This provision also applies for any other relative who resides with the employee.

One (1) working day shall be allowed in the event of the death of an aunt or uncle.

Special cases will be referred to the Director.

Funeral Leave with pay as provided for in this section is intended to be used for the purpose of handling necessary arrangements and attending the funeral of the deceased member of the immediate family and shall neither be accumulated to nor deducted from his normal sick leave. If the employee does not attend the funeral of the deceased, pay allowance (as provided in this section) will not be allowed.

**ARTICLE XXII**  
**BAN ON STRIKES**

It is recognized that the need for continued and uninterrupted operation of the City's departments and agencies is of paramount importance to the citizens of the community and that there should be no interference with such operation.

1. Adequate procedures having been provided for the equitable settlement of grievances arising out of this Agreement, parties hereto agree that they will not engage in, encourage, sanction, or suggest strikes, slowdowns, lockouts, or mass resignations, mass absenteeism or other similar performance.

2. The City shall have the right to discipline or discharge any employee encouraging, suggesting, fomenting or participating in a strike, slow down or other interference.

ARTICLE XXIII

DISCRIMINATION AGAINST ASSOCIATION MEMBERS

The City agrees that neither it nor any of its supervisors or representatives shall interfere with, coerce, intimidate or discriminate against any employee because of membership or activity in the Association.

#### ARTICLE XXIV

##### SAVINGS CLAUSE

In the event that any Federal or State legislation, governmental regulation or Court decision cause invalidation of any article or section of this agreement, all other articles and sections may not so invalidated shall remain in full force and effect.

## ARTICLE XXV

### WAGES

Effective April 1, 1986, regular full-time employees covered by this Agreement, shall receive an across-the-board increase in the respective ranges:

1-40	\$400
6-40	400
7-40	400
12-40	325

Effective October 1, 1986, regular, full-time employees covered by this Agreement, shall receive an across-the-board increase in the respective ranges:

1-40	\$400
6-40	300
7-40	300
12-40	300

Effective April 1, 1987, regular full-time employees covered by this Agreement shall receive an across-the-board increase in the respective ranges:

1-40	\$400
6-40	400
7-40	400
12-40	325

ARTICLE XXV

WAGES (Continued)

Effective October 1, 1987 regular, full-time employees covered by this Agreement shall receive an across-the-board increase in the respective ranges:

1-40	\$400
6-40:	300
7-40	300
12-40	300

In addition, those covered employees eligible within the terms of the City's salary schedule shall receive one (1) increment effective January 1, 1987 and one (1) increment effective January 1, 1988. However, no employee will be paid a salary rate above the maximum of the range for his title.

**APPENDIX "A"**  
**RECREATION MAINTENANCE WORKERS**  
**SALARY SCHEDULE**

**EFFECTIVE APRIL 1, 1986:**

<u>Title</u>	<u>T/O</u>	<u>Range</u>	<u>Min.</u>	<u>Max.</u>	<u>Inc.</u>	<u>Step</u>
Carpenter	1	1-40	18,070	19,570	300	5
Senior Recreation Maintenance Worker	2	6-40	15,700	17,200	300	5
Recreation Maintenance Worker	16	7-40	15,400	16,900	300	5
Laborer	6	12-40	13,475	14,975	300	5

**EFFECTIVE OCTOBER 1, 1986**

<u>Title</u>	<u>T/O</u>	<u>Range</u>	<u>Min.</u>	<u>Max.</u>	<u>Inc.</u>	<u>Step</u>
Carpenter	1	1-40	18,470	19,970	300	5
Senior Recreation Maintenance Worker	2	6-40	16,000	17,500	300	5
Recreation Maintenance Worker	16	7-40	15,700	17,200	300	5
Laborer	6	12-40	13,775	15,275	300	5

**EFFECTIVE APRIL 1, 1987**

<u>Title</u>	<u>T/O</u>	<u>Range</u>	<u>Min.</u>	<u>Max.</u>	<u>Inc.</u>	<u>Step</u>
Carpenter	1	1-40	18,870	20,370	300	5
Senior Recreation Maintenance Worker	2	6-40	16,400	17,900	300	5
Recreation Maintenance Worker	16	7-40	16,100	17,600	300	5
Laborer	6	12-40	14,100	15,600	300	5

APPENDIX "A" (Continued)

EFFECTIVE OCTOBER 1, 1987

<u>Title</u>	<u>T/O</u>	<u>Range</u>	<u>Min.</u>	<u>Max.</u>	<u>Inc.</u>	<u>Step</u>
Carpenter	1	1-40	19,270	20,770	300	5
Senior Recreation Maintenance Worker	2	6-40	16,700	18,200	300	5
Recreation Maintenance Worker	16	7-40	16,400	17,900	300	5
Laborer	6	12-40	14,400	15,900	300	5

ARTICLE XXVI

CLOTHING ALLOWANCE

Employees covered by this Agreement will receive \$200.00 for clothing allowance for the year 1986, and \$200.00 for clothing allowance for the year, 1987.

Payment will be made the second pay periods of April, 1986 and April, 1987.

## ARTICLE XXVII

### JURY DUTY

1. An employee who is called to Jury Duty shall immediately notify his supervisor.

2. An employee who is excused from Jury Duty service on any day shall report for work on such day.

3. An employee shall not be required to report back for work on any day he is in attendance at Court for Jury Duty service, regardless of the employee's shift.

4. The employer retains the right to request that the employee be excused from Jury Duty because he is required on the job.

**ARTICLE XXVIII**

**APPROPRIATION OF FUNDS**

All wages and other financial benefits accruing to employees covered by this Agreement shall be specifically subject to the appropriation of adequate and necessary funds therefore by the Elizabeth City Council in its annual municipal budget or as otherwise allowed by law.

## ARTICLE XXIX

### EMBODIMENT OF AGREEMENT

This document constitutes the sole and complete agreement between the parties and embodies all the terms and conditions governing the employment of employees in the unit. The parties acknowledge that they have had the opportunity to present and discuss proposals on any subject which is (or may be) subject to collective bargaining. Any prior commitment or agreement between the City and the Association or any individual employee covered by this Agreement is hereby superseded.

ARTICLE XXX

TERM OF AGREEMENT

1. This Agreement shall be in full force and effect from April 1, 1986 through and including the 31st day of March, 1988. If either party wishes to terminate, amend or otherwise modify the terms and conditions set forth herein at the time of the expiration, he must notify the party in writing not less than sixty (60) days prior to such expiration date.

2. The Agreement shall remain in full force and effect on a day-to-day basis during collective negotiations between the parties extending beyond the date of expiration set forth herein, unless and until either party serves the other with written notice of termination by registered mail in which event the agreement shall terminate five (5) days following receipt of such notice.

CITY OF ELIZABETH, NEW JERSEY

BY:

John F. Papetti, Sr.  
JOHN F. PAPETTI, SR., Acting Mayor

ATTEST:

John J. Dwyer  
JOHN J. DWYER, City Clerk

RECREATION MAINTENANCE WORKERS  
ASSOCIATION

BY:

Charles T. McGuire  
PRESIDENT  
Robert A. Ingelore  
SECTY

CITY OF ELIZABETH
APPROVED
AS TO FORM
PHYSICAL CONDITIONS
TERMS & CONDITIONS
REMARKS

rb